

WORKING MEETING

November 5, 2020

Convened: 9:00 AM

Present: Commissioner Gordon, Commissioner Norris, Commissioner Matthew, Commissioner Kolcz and Commissioner Hazelbaker, via Video conference call.

Also Present: Undersheriff Eichler, Sheriff Pollack, Jim Measel-WTVB, Don Reid-Daily Reporter, Rebecca Burns-Health Dept. – BCCADV, Jon Houtz via Video conference call.

The agenda was approved.

PERSONNEL, PLANS & POLICY (Commissioner Norris)

Request for Hire Payroll Clerk – Payroll/Accounts Payable

A request was made to fill a full time Account Clerk position. The position was vacated on November 5th. This is a non-union level 6 position with a starting wage of \$13.42 per hour, with new hire benefits. The Department will be entering the busiest time of the year, it was discussed that even though there is a hiring freeze, the department cannot run with just one individual. It was recommended to hire as soon as possible. The Committee Recommends:

Motion by _____ seconded by _____ that approval is given to hire a full time Account Clerk at the Non-Union rate of \$13.42 per hour, with the new hire benefit package, effective immediately.

Reclassification Update (included in Draft #3)

The Committee agreed to wait until the discussion of Draft #3

Service Plan

Administrator Norman said they have a consultant working toward making some improvements to the 911 Service Plan. Further information will be forthcoming. The Sheriff asked a question as to if the 911 Board will have a part of the re-write. Administrator Norman indicated yes, 911 Board, Commissioners, Agencies and County members will be able to make recommendations.

SHERIFF & PUBLIC SAFETY (Commissioner Kolcz)

Recognition of Service/Departing Employee Recognition

Administrator Norman said there are 8 people who need to be recognized for their service within the County as well as 8 departing employees. This has been building up since CoVid hit in March, when the Board had to begin meeting virtually. In the past they were given the opportunity to be recognized in person at a board meeting. Administrator Norman will present options at a future meeting.

Draft #3-2021 General Fund Budget

Administrator Norman presented Draft #3 of the 2021 General Fund budget. At this point there is a \$2.3M deficit. Six positions are requesting a reclassification, reviews for the Public Defenders office have been conducted twice. The next review is scheduled for November 9th. The Sheriff and Drain office, next reclassification review is scheduled for November 16th. The Administrator presented some options for consideration to get closer to a balanced budget. **1)**- Increase- continue with the budget, with the additional requests made by departments. **2)** Status Quo-try to maintain for 2021 as the County did in 2020 **3)** In Review- take a look at additional requests later in 2021. After discussion the Committee agreed to maintain Status Quo moving forward, as well as maintaining Capital Outlay and the Fund Balance. The Committee does not have a problem with reviewing the Sheriff’s request later in 2021. A discussion took place regarding Human Services parking lots. The parking lots are in bad shape, the Committee would like to move forward with repaving the parking lots, at the time the Road Commission paves the new jail parking lot. This will save money by having them completed all at once. The Administrator will bring forward these changes in the next draft.

LEGISLATIVE **(Commissioner Gordon)**

None

Other

It was moved and seconded to go into closed session to discuss ongoing union negotiations.

Upon roll call vote the results were as follows:

Yes: Norris, Hazelbaker, Kolcz, Matthew, Gordon - 5

No – 0

The Committee went into closed session after a 5-minute recess at 10:50 am and returned to open session at 11:01 am

It was moved and seconded to go into closed session to discuss ongoing union negotiations.

Upon roll call vote the results were as follows:

Yes: Norris, Hazelbaker, Kolcz, Matthew, Gordon - 5

No – 0

The Committee went into closed session at 11:02 am and returned to open session at 11:10 am

Motion by **seconded by** **to ratify the tentative agreement**
for the UAW Supervisors Unit.

The meeting adjourned at 11:11 am.

Submitted by: Commissioner Matthew
Commissioner Gordon
Commission Norris

Commissioner Kolcz
Commissioner Hazelbaker